

BLACKSBURG PLANNING COMMISSION
Municipal Building Council Chambers

AUGUST 1, 2006
6:45 p.m.

WORK SESSION

CALL TO ORDER

Chairman Oliver called the meeting to order at 6:45 p.m.

Present: Crawford, Lancaster, Lesko, Oliver
Schirmer, Harvey, Hundley, Warren
Absent: Howard, Jones,

Commissioners and members of Town staff held a work session for an update on proposed changes in the rezoning review process as developed by the Rezoning Process Task Force and land use proposals under consideration by the Environmental Quality and Land Use Committee.

Adjournment of Work Session

The work session was adjourned at 7:25 p.m.

BLACKSBURG PLANNING COMMISSION
Municipal Building Council Chambers

AUGUST 1, 2006
7:30 p.m.

MINUTES

I. CALL TO ORDER

Chairman Oliver called the meeting to order at 7:30 p.m.

II. ROLL CALL

Present: B. Crawford; P. Lancaster;
H. Lesko; J. D. Oliver
Brandol Harvey, Planning Chief
Steve Hundley, Zoning Administrator
Andrew Warren, Development Administrator
Donna Boone-Caldwell, Town Clerk

Absent: L. Howard; J. B. Jones;

III. CONSENT AGENDA

A. Approval of Planning Commission Minutes - July 5, 2006.
ACTION: Approved.

- B. Ordinance #1421 - A Request for a Right-of-way Vacation of Warrent Street and an adjacent alley.
ACTION: Refer to Environmental Quality and Land Use Committee and schedule public hearing for September 5, 2006.
- C. Special Use Permit #06-005 - 201 W. Roanoke Street. Request for a General Office Special Use Permit amendment in the Old town Residential (OTR) District.
ACTION: Refer to Environmental Quality and Land use Committee and schedule public hearing for September 5, 2006.
- D. Special Use Permit #06-006 - 205 South Main Street. Request for Hotel/Motel Special Use Permit (Main Street Inn) in the Downtown Commercial (DC) District.
ACTION: Refer to Environmental Quality and Land use Committee and schedule public hearing for September 5, 2006.
- E. Special Use Permit - 1301 Gladewood Drive. Request by Unitarian Universalist Congregation for Religious Assembly Special Use Permit amendment in the rural Residential-1 (RR-1) District.
ACTION: Refer to Environmental Quality and Land use Committee and schedule public hearing for September 5, 2006.

Ms. Lesko moved to approve the Consent Agenda.
Mr. Crawford seconded; motion passed 4-0. Crawford, Lancaster, Lesko and Oliver voted yes. None voted no.

IV. CITIZEN COMMENT

There were no citizen comments presented.

V. PUBLIC HEARINGS

- A. SUB 06-022: Mount Tabor Meadows Major Subdivision - 49 lots, 19.9 acres located on the southwest corner of Mount Tabor Road and Happy Hollow Road (tax map parcels 167(A)20, and a portion of 167(A)21).
 - 1. Staff Presentation
Mr. Warren provided a brief overview of the proposed subdivision and advised that the applicant required additional time to file necessary variances to curb and gutter

requirements. Mr. Warren added that the overall preliminary plat appeared to be in accordance with the Town's subdivision standards.

2. Environmental Quality and Land Use Committee Report

Mr. Warren reported that the committee deferred action on the subdivision application to the August meeting and recommended that the Commission refer the proposal back to the committee and continue the public hearing to the September 5th Planning Commission meeting.

Mr. Crawford commented that the committee visited the proposed subdivision site and noted recurring issues related to stormwater management which the committee wanted addressed in Comprehensive Plan update discussions.

3. Applicant's Statement

No statement was presented by the applicant.

4. Public Comment

No public comments were presented.

5. Action/Discussion

Mr. Lancaster moved to refer SUB 06-022 for Mount Tabor Meadows Major Subdivision back to the Environmental Quality and Land Use Committee and continue the public hearing to September 5, 2006.

Ms. Lesko seconded; motion passed 4-0.

Crawford, Lancaster, Lesko and Oliver voted yes. None voted no.

B. SUP 06-004: Application from Four Corners, LLC for a Special Use Permit for General Office use and Fine Arts Studio use at 708, 712, and 714 South Main Street (tax map parcels 257(3 SEC4) 5;6;6A; and 8).

1. Staff Presentation

Mr. Hundley described the Special Use Permit application for General Office use and Fine Arts Studio use at 708, 712, and 714 South Main Street and called attention to a

neighborhood meeting held during which issues regarding stormwater management and buffer yards were discussed. Mr. Hundley advised the Commission that the special use proposal was consistent with the Comprehensive Plan and complied with Zoning Ordinance district standards. In summarizing, Mr. Hundley reported that no adverse impacts were expected with the proposed uses.

2. Environmental Quality and Land Use Committee Report

Mr. Hundley reported that the applicant submitted a revised plan following neighborhood input which was reviewed by the committee and supported with the following conditions:

- 1) Substantial conformance with Special use permit for General Office use and Studio, Fine Arts use application, dated June 9, 2006, and the Four Corners LLC proposed site plan, dated June 9, 2006, revised July 28, 2006;
- 2) The hours of operation, open to the public, shall be no earlier than 8:00 a.m. and no later than 6:00 p.m., Monday through Friday, and no earlier than 9:00 a.m. and no later than 5:00 p.m. on weekends and holidays;
- 3) An interior light shall be turned on and off with a timer in each structure during evening hours;
- 4) The building exterior, that is visible from the public right-of-way, shall maintain a residential appearance. Proposed exterior changes are subject to review and recommendation by the Historic or Design Review Board (HDRB), with optional enforcement of HDRB recommendations by the Zoning Administrator;
- 5) Studio, Fine Arts use shall not create noise, dust, odors, fumes, vibrations or other adverse impacts;
- 6) The existing retaining wall shall be maintained between 706 and 708 South Main Street and in front of 708 South Main Street as depicted on the proposed site plan;
- 7) The required architectural screen located between 706 and 708 South Main

Street shall be six (6) feet in height from a line parallel to the front building wall to a line parallel to the rear building wall of 706 south Main Street, as depicted on the proposed site plan;

- 8) Three optional parking spaces located in the northwest corner of 708 South main Street, as depicted on the proposed site plan, shall be constructed only if needed as determined by the Zoning Administrator.

3. Applicant's Statement

- a. Ms. Janet Buss, 901 Draper Road, supported the requested Special Use Permit application and noted the positive change for the surrounding neighborhood if the request was granted. Ms. Buss added that the proposed uses for the three properties would enhance that area of South Main Street by preserving and restoring existing properties.

4. Public Comment

Mr. Tom Grady, 706 South Main Street, stated that he supported the Special Use Permit request and informed the Commission that the applicants had been attentive and responsive to the neighborhood throughout the application process.

5. Action/Discussion

Mr. Crawford moved to recommend approval to Town Council of the Special Use Permit for General Office use and Fine Arts Studio use at 708, 712, and 714 South Main Street with the eight conditions recommended by the Environmental Quality and Land Use Committee. Ms. Lesko seconded; motion passed 4-0. Crawford, Lancaster, Lesko and Oliver voted yes. None voted no.

VI. UNFINISHED BUSINESS

- A. Environmental Quality and Land Use Committee
Mr. Crawford noted that the committee had no additional items to report other than mentioning

the Comprehensive Plan Task Force's consideration of stormwater run-off management as a serious concern..

- B. Long Range Planning Committee - Ms. Lesko reported on the committee's continued work on the Comprehensive Plan update and the ongoing Mixed Use Zoning study.
- C. Montgomery County Planning Commission
Mr. Crawford provided a report on issues considered by the Montgomery County Planning Commission at two meetings held by the Commission in July.
- D. Historic or Design Review Board
Mr. Warren reported on the Board's consideration of a courtesy review of an overlook deck for Smithfield Plantation, follow-up provided by Hugh Campbell on the first 60 year history of Blacksburg, and consideration of site improvements for the Lyric Theater.
- E. Additional Items from Planning Commissioners
 - 1. Planning Commission Membership
Mr. Lancaster pointed out that former Planning Commissioner Mary Holliman had been appointed to Town Council to fill Ron Rordam's unexpired Council term and, therefore, would no longer be able to serve on the Commission. Mr. Lancaster added that Town Council had begun a search for Planning Commission appointments.
 - 2. Applicant's Statements
Chairman Oliver proposed that applicants be allowed 10 minutes to represent their applications during the public hearing process.
 - 3. Elder Housing
Ms. Lesko suggested that future consideration be given to provisions for Elder Housing in land use planning.

VII. NEW BUSINESS

- A. Board of Zoning Appeals
Mr. Hundley reported that the Board of Zoning Appeals did not meeting during the month of July and no cases were scheduled to be heard in August.

B. Chairman's Report

Chairman Oliver asked for a report from the Planning Commission's Nominating Committee. Mr. Crawford reported that the Nominating Committee recommended the following appointments:

J. D. Oliver - Chair

L. Howard - Vice Chair

H. Lesko, Secretary

No additional nominations were presented at this time.

Mr. Lancaster moved to close the nominations.

Mr. Crawford seconded; motion passed 4-0.

Crawford, Lancaster, Lesko and Oliver voted yes. None voted no.

Chairman Oliver noted that consideration of Planning Commission officer elections would be on the Commission's September 5, 2006 meeting agenda. At this time, Chairman Oliver offered committee membership assignments for the Environmental Quality and Land Use Committee and the Long Range Planning Committee.

C. Planning Chief Report

Mr. Harvey called attention to the department's monthly report and offered to answer any questions from the Commission.

VIII. TOWN COUNCIL ACTIONS

Chairman Oliver noted that there were no actions taken by Town Council in July on recommendations forwarded by the Planning Commission.

IX. ADJOURNMENT

The meeting was adjourned at 8:17 p.m.

Lesley Howard, Secretary

Donna Boone-Caldwell, Town Clerk